

The Southeast Vermont Transit Board of Directors will hold their 2019 Annual Meeting at 5:00 pm February 12, 2020 meeting at The Current, 706 Rockingham Road, Rockingham, Vermont. The agenda is below.

**Southeast Vermont Transit, Inc.
2019 Annual Meeting Agenda**

1. Public input
2. Election of board members
3. Election of officers
4. Committee appointments and dissolutions
5. Annual reports of the:
 - a. President
 - b. Treasurer
 - c. Secretary
 - d. Committees
 - e. CEO, and
 - f. Bylaw amendments
 - g. Any other business that is legally presented at the meeting that the Board approves
6. Adjourn

SEVT Board Member Terms & Committees

Updated: 1/7/20

					Committees			
		Officer	Term # Years	Term Expires	Finance and Administration	Personnel	Executive	Nominating
Joel	Bluming	Secretary	3	12/31/20	X	X	X	
Seth	Boyd		3	12/31/22				
Randy	Capitani		3	12/31/22				
Wendy	Harrison	Treasurer	3	12/31/21	X		X	X
Matt	Mann	Vice President	3	12/31/21		X	X	X
Chip	Stearns	President	3	12/31/20	X		X	
Scott	Tucker		3	12/31/20		X		
Jamie	Storrs		3	12/31/22				

Southeast Vermont Transit, Inc.

FY20 Annual Meeting – February 12, 2020

Report from the Board President

SEVT experienced another year of transitions. There continues to be attempts to provide best solutions for ridesharing between E&D and Medicaid clients. SEVT worked with Marble Valley and GMCN to combine as many rides as possible for the Adult Day providers. SEVT stepped away from Medicaid last year and is being requested to return as a provider in the year to come. Equipment and staffing have all been reduced as expected when we stopped providing Medicaid rides. These changes will need to be reversed with a major startup cost if the board decides to provide Medicaid rides as requested by VTrans. The majority of SEVT E&D rides are provided by volunteer drivers, the least expensive method of transportation.

The efforts of the route study, modification and implementation in Brattleboro have resulted in an increase of ridership and frequency of service by stop location. The Board recently decided to re-wrap all the buses serving Brattleboro to have spots of the MOOver verses the swoosh of the Current. This “rebranding” is planned to spread across all the Current’s fleet. It is the continuation of combing DVTA and CRT into SEVT.

The SEVT Board of Directors negotiated a three-year contract with Randy Schoonmaker to remain as the Chief Executive Officer. Emphasis was placed on planning for service continuity and succession as well as utilizing earned time off. Randy and Mary took a month-long trip for the first time in years and it was well deserved. The General Managers Rebecca Gagnon and Christine Howe performed wonderfully during this time.

The FTA Earmark remains active for the facility located at 706 Rockingham Road. The single bay expansion remains on track for completion by December 2020. The cost of the qualified items for the project continues to go up while the funds remain the same. Hopefully VTrans will continue to cover the local share required of the Earmark.

VTrans has launched GOVermont which utilizes AVL software for transportation tracking and planning. SEVT was a testing ground for this concept and continues to review the information provided for timeliness of our trips. The plan is to add this tool to the route study needed for all the 70 series routes that have seen a decline in use. The AVL software was an SEVT cost which now is covered by VTrans.

SEVT, VTrans and Stratton Mountain are working to develop a route from Stratton to Manchester along the Route 30 corridor. Variations are being explored and funding is expected to be covered by Stratton Mountain. SEVT is working out the how to provide/obtain the equipment and drivers needed for this service.

Once again there is a request to update the information for a route study from Brattleboro to Manchester on Route 30. This has been requested and will be funded by VTrans and SEVT next year. Several board members remain enthusiastic about getting beyond the study and providing the service!

SEVT had a successful "Dump The Pump" campaign utilizing radio, flyers, newspaper inserts and Facebook. A video produced with FACT8 public television experienced over 1000 views. Those who brought a bike to get on the bus got free fare tickets! There was a recognized uptick in ridership for the event. Additional video on how to use the public transit system are being considered.

There is a greater effort to fundraise and sell advertisements/sponsorships. Both inside and outside of buses are being used to bring in funding for local match as required by our federal and state grants. The bus shelter panels are also being used where possible for this endeavor. Grants require twenty or fifty percent match depending on the grant's use. There has been little increase in amounts provided by towns. Our private contributions from businesses remain our highest grant matching sources.

SEVT would not be able to provide the level of service we do if not for our employees. We are grateful for the efforts they all make in little and not so little ways! This past year the General Managers added Operations to their roles as those positions were eliminated as a cost savings. The GM's also were granted scholarships and are enrolled the Emerging Leadership Academy of CTAA which had time requirements for them. The Rockingham location had both mechanics walk out. The Wilmington staff stepped up to the challenge and kept both fleets moving while a lengthy process of interviewing and hiring took place. The long serving finance director/bus driver/whatever needed, Leona Linney, announced her retirement. The result was a lengthy search and new hire of Keith Johnson.

I want to recognize Barbara Donovan and Tim Bradshaw for their endless support of SEVT. Barbara has retired from VTrans and Ross McDonald has filled her position. Ross was our VTrans liaison during the merger. Tim Bradshaw continues as our VTrans coordinator.

Board members Jon Meeks, Travis Wendel and Marco Tallini stepped down this year. Members Seth Boyd, Randy Capitani and Jamie Storrs were nominated and elected to the SEVT Board of Directors. I want to recognize the commitment and value of all the past and present board members for volunteering their time and talents to the service of SEVT, Inc.

Respectfully submitted,

Willis D. "Chip" Stearns II

FY19 SEVT Annual Report Executive Summary

Southeast Vermont Transit (SEVT) completed its fifth full year of operation in Fiscal 19 (July 1, 2018-June 30, 2019). This annual report executive summary briefly outlines key events during this period.

Financial summary

The Company continued to realize significant savings in procurement, legal, and insurance costs during the year as a result of the July 1, 2015 consolidation.

FY19 Operations Financials			
	MOOver	Current	Total SEVT
Operating Revenue	1,753,613	2,585,284	4,338,897
Operating Expenses	1,668,144	2,665,825	4,333,970
Operating surplus/deficit	85,469	-80,542	4,927
Capital match	1,123	9,484	10,607
Mortgage principal	32,048	16,293	48,342
Vehicle Repair Operating Grant		78,150	78,150
Net Operating surplus/loss*	52,298	-28,169	24,129
<i>*excludes depreciation and capital, includes mortgage interest</i>			

The FY19 audit revealed no material weaknesses or findings.

Capital

The Company requested and was granted a modest capital award in FY19 and featured one new bus and numerous non-vehicle projects at the Current.

SEVT FY19 Capital Program	Federal	State	SEVT	Total
Real Time Automatic Vehicle Location Installation	\$19,104		\$4,776	\$23,880
One 25-seat Current bus	170,000	10,000	20,000	200,000
Engine replacements and overhauls for 7 Current buses	69,457	8,683	8,684	86,824
Used loader	16,000		4,000	20,000
Fire alarm panel replacement	5,600		1,400	7,000
Keyless locks	4,320		1,080	5,400
Tire handler	2,800		700	3,500
Tire racks	9,600		2,400	12,000
Used fork lift	8,000		2,000	10,000
Installation of paratransit dispatching system	4,880	1,220		6,100
Replace computers and 1 server at the Rockingham facility	6,595		1,649	8,244
Total	\$316,356	\$19,903	\$46,689	\$382,948

The Current's one storage bay addition plan will resume in February 2020.

Operations summary

FY19 was the first full year with no Medicaid service provided.

Starting in December 2018 through the end of the fiscal year, SEVT subcontracted with two neighboring transit agencies to provide adult day transportation.

The Current's route study for the Brattleboro routes was completed and a new schedule implemented on October 15, 2018, resulting in a 13% from the previous 12 months.

The divisions continued to share resources – buses, mechanical staff, drivers, and capital. In particular, the loss of the Current's mechanical staff twice in one year resulted in MOOver staff repairing both fleets. This in turn led to more vehicle sharing as the Current had shortages that were filled in by spotted MOOver buses. In an effort to cut expenses, both Operations Manager positions were eliminated and those responsibilities assumed by the General Managers.

Ridership

In FY19 the Company set 18 new route ridership records since its inception in 2015, nine in each division. The Current set records on four recently-studied routes, while the MOOver's winter season ridership set eight records.

			best since SEVT was formed	
MOOver	19	18	17	16
Year Round Routes				
MOOver	86,818	93,808	76,871	79,030
West Dover	3,340	3,688	2,318	2,887
Readsboro	3,171	4,872	6,698	6,325
Brattleboro	22,112	24,683	25,905	25,831
Bennington	2,787	2,627	2,255	2,329
Total Year Round Routes	118,228	129,678	114,047	116,402
Winter Routes	19	18	17	16
Timber Creek	24,728	23,328	23,545	15,422
Mount Snow	46,294	42,038	39,723	32,500
Greenspring	20,812	18,581	19,418	13,188
Kingswood	7,642	6,284	6,821	5,806
Bears Crossing	12,100	11,836	11,872	9,549
Parking Lots	57,423	55,311	49,680	21,764
Total Winter Routes	168,999	157,378	151,059	98,229
Total MOOver Fixed Routes	287,227	287,056	265,106	214,631
Demand Response Routes	19	18	17	16
Council on Aging	1,180	1,617	2,135	2,669
Gathering Place	501	2,044	2,285	2,621
Total Demand Response	1,681	3,661	4,420	5,290
Total MOOver	288,908	290,717	269,526	219,921

<i>excludes Medicaid</i>	best since SEVT was formed			
The Current				
Fixed Routes	19	18	17	16
White 7	17,541	11,462	10,933	12,033
Red 4	26,401	24,104	26,506	29,726
Blue 5	13,482	19,786	18,377	19,480
Springfield Intown 1	12,630	10,903	7,037	5,625
BF Intown 2	2,755	3,138	1,847	2,019
Bellows Falls-Brattleboro 53	14,065	14,227	11,429	11,718
Bellows Falls-Ludlow 57	7,578	6,277	5,516	7,083
Bellows Falls-Springfield 55	5,013	4,557	2,990	2,418
71 DHMC	7,607	7,088	8,069	8,324
72 DHMC	8,185	8,375	10,185	12,115
73 Dartmouth College	6,673	8,514	10,750	11,318
74 Dartmouth College/VA	5,244	5,215	5,698	7,153
Chester 101	544	688	607	800
Total Fixed Routes	127,718	124,334	119,944	129,812
Winter Routes	19	18	17	16
Okemo 61	1,748	1,619	2,233	1,059
Total Current Fixed Routes	129,466	125,953	122,177	130,871
Demand Response Routes	19	18	17	16
Windsor SAAD 20		192	224	317
Springfield SAAD 21		1,421	1,513	3,303
Chester SAAD 22		880	1,429	1,230
Cavendish SAAD 23	2,959	2,156	1,304	1,031
BFSC 24	2	246	1,604	2,995
Grace Cottage GP 25		945	1,238	1,977
Brattleboro IT 26		1,199	1,628	1,418
TGP 27	3,611	2,529	1,907	2,367
Springfield SAAD 28	2,584	2,140	1,410	2,051
Brattleboro 29		924	1,208	1,172
Van 30		365	559	681
Van 31	1,474	732	352	289
Van 32	341	271	-	-
Total Demand Response	10,630	14,000	14,376	18,831
Volunteer & Other	19	18	17	16
Taxi E/D Only		81	1,574	5,377
Other volunteer	2,855	1,071	56	135
E&D volunteer	16,296	13,133	7,294	10,467
Total Volunteer & Other	19,151	14,285	8,924	15,979
Total Current	159,247	154,238	145,477	165,681

TOTAL SEVT	<u>19</u>	<u>18</u>	<u>17</u>	<u>16</u>
Winter Routes	170,747	158,997	153,292	99,288
Fixed Routes	245,946	254,012	233,991	246,214
Demand Response Routes	12,311	17,661	18,796	24,121
Total Bus/Van	429,004	430,670	406,079	369,623
Total Volunteer & Other	19,151	14,285	8,924	15,979
Total Company	448,155	444,955	415,003	385,602

The Company recognizes and thanks the Vermont Agency of Transportation (VTTrans), USDA, KeyBank, and contributing human service, resorts, and municipalities for their support. It also recognizes and thanks the Board of Directors and staff for a very successful fifth year of operations.

